

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), AND
☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Stanford University's Hoover Institution

Travel date(s): April 23-25, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$32.00 (Shuttle)	\$400.00	\$161.20	\$0

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): An intensive program for Congressional staff which consists of three days of

seminars, simulations, and keynote presentations

5/2/2019
(Date)

Katherine C Harris
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

2 May 2019
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

Date/Time Stamp:..

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Original submitted on
3/6/11 @ 12:28 pm RUF

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Name of Traveler: Katherine Clark Harris

Employing Office/Committee: Senate Select Committee on Intelligence

Private Sponsor(s) (list all): Stanford University's Hoover Institution

Travel date(s): April 23-25, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Palo Alto, CA

Explain how this trip is specifically connected to the traveler's official or representational duties:

An intensive program on national security for Congressional staff consisting of three days of seminars, simulations and keynote presentations with leading experts. This program will inform current work around China technology transfer that is within my portfolio; disinformation campaigns, active measures and social media; as well as be critical to cyber and privacy matters that are within my portfolio and top priority for the Committee. Hearing from leading experts, like those at Hoover, is critical to formulating effective policies both within and outside the Intelligence Community.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

3/25/19
(Date)


(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Mark R Warner hereby authorize Katherine Clark Harris
(Print Senator's/Officer's Name) *(Print Traveler's Name)*

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐ **11-211**

3/25/19 KCH
(Date)

Mark R Wener
(Signature of Supervising Senator/Officer)

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Stanford University's Hoover Institution
2. Description of the trip: An intensive program for Congressional staff which consists of three days of seminars, simulations and keynote presentations.
3. Dates of travel: April 23-25, 2019
4. Place of travel: Stanford University, Palo Alto, CA
5. Name and title of Senate invitees: Katherine Harris
6. I *certify* that the trip fits one of the following categories:
☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
– OR –
☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
– AND –
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
– AND –
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Stanford University's Hoover Institution regularly sponsors policy panels and roundtables for think tank scholars, journalists, Congressional staff, executive branch officials, academics and members of the public.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$710	\$400 total (\$200/night)	\$160 total	None
<input type="checkbox"/> Actual Amounts	\$650 Roundtrip airfare \$60 ground transportation			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged/organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

In order to have a significant number of California-based Senior Fellows participate in the event, we are hosting on the Hoover Institution's headquarters on the Stanford University campus.

19. Name and location of hotel or other lodging facility:

Schwab Residential Center, 680 Serra Street, Stanford, CA 94305

20. Reason(s) for selecting hotel or other lodging facility:

Schwab Residential Center is owned and operated by Stanford University. It is in close proximity to the events that comprise the program.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging expenses are less than the federal per diem for Palo Alto, CA. Meal

expenses are less than the federal per diem for Palo Alto, CA.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Stanford University's Hoover Institution will provide coach-class, round trip airfare between D.C. and San

San Francisco, and round trip ground transportation between Stanford University and SFO airport.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:

Name and Title: Michael G. Franc, Director of Washington, D.C. Programs

Name of Organization: Hoover Institution

Address: 1399 New York Avenue, NW Suite 500

Telephone Number: 202-760-3203

Fax Number: 202-760-3191

E-mail Address: mfranc@stanford.edu

First	Last
Donald	Bergin
Katherine	Harris
Brianne	Miller
Cara	Mumford
Catherine	Sadler
Brett	Freedman
Wallace	Hsueh
Andrew	Kalaris
Robert	Murray
Nathan	Paxton
Jack	Thorlin
Therese	Meers



STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

APRIL 23-25, 2019

HOOVER INSTITUTION, STANFORD UNIVERSITY

Note: There will be 10-minute breaks between sessions.

TUESDAY, APRIL 23

12:15 PM: Arrive Lou Henry Hoover Building at Stanford University
Location: 580 Serra Mall, Stanford, CA 94305

12:30 – 1:00 PM: Welcome by Hoover Director Tom Gilligan and Lunch

1:00 – 2:10 PM: State of Liberal Democracy
Larry Diamond

2:20 – 3:30 PM: History US Foreign Policy Grand Strategies
HR McMaster

3:40 – 4:50 PM: America's Place in the World Economy
Edward Lazear

**5:00 – 6:10 PM: Pre-Dinner Keynote
360° Look at Russia
Michael McFaul**

6:10 – 6:30 PM: Transport to Dinner

6:30 – 8:30 PM: Informal Dinner
Location: Tacolicious, 632 Emerson Street, Palo Alto, CA 94301

8:30 PM: Transport to Schwab Residential Center
Location: 680 Serra Street, Stanford, CA 94305

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10:40 AM: Pick up boxed lunch and Departs Campus